Colchester Public Schools

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Colchester, CT 06415

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February 3, 2023

Daniel P. Sullivan, Superintendent of Schools
127 Norwich Ave. Suite 202
Colchester, CT 06415

Re: Notice of Resignation

Dear Superintendent Sullivan,

Please accept this letter of resignation from the position of Director of Human Resources for Colchester Public Schools. As we discussed, my last day as a CPS employee will be Friday March 31, 2023. The last three years with CPS and the Town have been the most tumultuous, intense and challenging of my career but I am grateful for the support that I have received in certain quarters and for all that I have learned, both personally and professionally. I will do all in my power to assist with a smooth and positive transition.

In keeping with past practice for the non-union staff who have departed Central Office during and immediately preceding my tenure, I am requesting to be paid out for my unused vacation time. I am in the midst of significant adjustment and it would be helpful for me to know sooner rather than later if this is something that I may count on.

Lastly, I realize that the elimination of my position from the budget, in the grand scheme of things, was a relatively easy decision to make but I know that you are soon to be faced with far more difficult ones. I believe that as long as you keep in mind simultaneously the mission of your employer coupled with your duty as a finite being operating under the gaze of the infinite deity that the outcomes you achieve will be efficient, effective and humane. I wish you the very best in the days ahead, I will be rooting for your success.

Sincerely,

Shannon Ramsby

Cc Personnel File